

## Appendix 5.

### PART B – Equality Analysis Form

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality and diversity.

This form:

- Can be used to prompt discussions, ensure that due regard has been given and remove or minimise disadvantage for an individual or group with a protected characteristic
- Involves looking at what steps can be taken to advance and maximise equality as well as eliminate discrimination and negative consequences
- Should be completed before decisions are made, this will remove the need for remedial actions.

Note – An Initial Equality Screening Assessment (Part A) should be completed prior to this form.

When completing this form consider the Equality Act 2010 protected characteristics Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc. – see page 11 of Equality Screening and Analysis Guidance.

1. Title	
<b>Equality Analysis title:</b> Proposals regarding day opportunities for people with high support needs	
<b>Date of Equality Analysis (EA):</b> August 2022	
<b>Directorate:</b> Adult Care, Housing and Public Health	<b>Service area:</b> Adult Care Provider Services
<b>Lead Manager:</b> Julie Moore	<b>Contact number:</b> 07900 165605
<b>Is this a:</b> <input type="checkbox"/> Strategy / Policy <input checked="" type="checkbox"/> Service / Function <input type="checkbox"/> Other	
<b>If other, please specify</b>	

## 2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance

Name	Organisation	Role (eg service user, managers, service specialist)
Julie Moore	RMBC	Head of Service – Provider Services Adult Care, Housing and Public Health
Jo Hinchliffe	RMBC	Service Improvement & Governance Manager Adult Care, Housing and Public Health
Ian Spicer	RMBC	Strategic Director, Adult Care, Housing and Public Health

## 3. What is already known? - see page 10 of Equality Screening and Analysis Guidance

### Aim/Scope (who the Policy/Service affects and intended outcomes if known)

The Council's ongoing commitment to the transformation of learning disability services continues with this cabinet report, outlining the outcome of the 90 day public consultation - '*day opportunities for people with high support needs*', and proposing a new service model to replace the existing REACH day service with modern, accessible and fit for purpose facilities.

This report takes into account the views and comments of all those who have taken part in the consultation process. This includes the people who are directly affected by any potential changes and those who have a protected characteristic. These key stakeholders are people with disabilities who are currently accessing services and who are funded by Adult Care and/or the CCG.

All of those who will be impacted by the changes have had the opportunity to take part in the consultation process.

The Consultation was delivered and designed in such a way that the stakeholders have contributed effectively and has been tailored to individual's particular circumstances and understanding. Special attention has been paid to the design of supporting information, questions about choice, and the tools used to convey messaging, so it is understood and accessible by all.

Advocacy support was available throughout and at every meeting

The findings from the consultation have enabled the Council to take due consideration of people's views, concerns, and preferences when deciding on the future service model and location.

### What equality information is available? (Include any engagement undertaken)

Extensive discussions have taken place with service users, carers, relatives and staff and the consultation exercise that took place between 31<sup>st</sup> January 2022 and 30<sup>th</sup> April 2022 enabled all parties to express their views about what a new service should look and feel like.

**Are there any gaps in the information that you are aware of?**

The services are available to all who have an assessed need regardless of the protected characteristics.

Data in relation to Gender Reassignment, Pregnancy and Maternity and Sexual Orientation has not been captured.

**What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?**

The cabinet report and decisions regarding the proposal take into consideration the outcome and findings of the recent consultation exercise which included people with protected characteristics. This represents a benchmark of the potential impact within the LD community and a route to determining peoples thoughts about the look and feel of a new day opportunities service. This will be monitored during the programme phase.

Equality information re protected characteristics is routinely collected as part of the referral and assessment process for individuals accessing the service and recorded on LAS, which is the adult social case management system. These processes also afford an opportunity for feedback to be provided by the cared for person and staff to Adult Social Care staff on the quality-of-service provision they receive.

People using the services and their families also have the option to make a formal complaint regarding the quality of the care or pertaining to issues with systems and processes aligned to it through the Council's or the Provider's complaints process.

For more serious concerns, Safeguarding and Whistle Blowing policy and procedures are in place and followed.

**Engagement undertaken with customers. (date and group(s) consulted and key findings)**

90-day consultation and engagement exercise between 31<sup>st</sup> January 2022 and 30<sup>th</sup> April 2022



LD day opportunities  
consultation FINAL RE

**Engagement undertaken with staff (date and group(s) consulted and key findings)**

90-day consultation and engagement exercise between 31<sup>st</sup> January 2022 and 30<sup>th</sup> April 2022 see above attachment

In addition – presentation and discussions at staff meetings

<p><b>4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)</b></p>
<p><b>How does the Policy/Service meet the needs of different communities and groups?</b></p> <p>The proposal in the Cabinet Paper will directly impact the users of REACH Day services by informing where the new service will be located and what the model will look and feel like. The proposals will meet the needs of the LD community and those with protected characteristics by directly involving them, their families, and staff in a process of engagement and coproduction as the new service is designed, built, and becomes operational.</p>
<p><b>Does your Policy/Service present any problems or barriers to communities or Groups?</b></p> <p>The consultation findings reported on in the Cabinet Paper will help determine if the new proposals present any problems to the LD community, families, and RMBC staff.</p>
<p><b>Does the Service/Policy provide any positive impact/s including improvements or remove barriers?</b></p> <p>By undertaking a Consultation on the recent changes, it is hoped that relationships between staff, council, service users, relatives and carers are strengthened. It will help demonstrate that the council places service users, their families, and the LD community at the heart of their decision-making process and so promote mutual trust.</p>
<p><b>What affect will the Policy/Service have on community relations?</b></p> <p>It is anticipated that the recommendations will have a positive impact on the community and the relationship between the Council and the Learning Disability Community in particular.</p>

Please list any **actions and targets** that need to be taken as a consequence of this assessment on the action plan below and ensure that they are added into your service plan for monitoring purposes – see page 12 of the Equality Screening and Analysis Guidance.

## **5. Summary of findings and Equality Analysis Action Plan**

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the impact of the policy/service/change on communities or groups according to their protected characteristic - See page 11 of the Equality Screening and Analysis guidance

<b>Title of analysis:</b> Proposals regarding day opportunities for people with high support needs
<b>Directorate and service area:</b> Adult Care, Housing and Public Health Adult Care – Provider Services
<b>Lead Manager:</b> Julie Moore – Head of Service
<b>Summary of findings:</b> The Equality Analysis has been completed to ensure that the report of the consultation and recommendations for a new day opportunities service for people with high support needs fully and fairly contain the views of those directly impacted. Care has been taken in the design of the consultation programme so that people's views can be properly captured using tools and techniques that make the process effective, inclusive, and accessible to all.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
The consultation outcome will be considered during all programme delivery phases and implementation of the new service model	Primary focus on D and C	12/24

Ongoing stakeholder engagement will continue throughout the build and service design process with coproduction being at the heart of the new model.	Primary focus on D and C	12/24
Advocacy support to be available throughout the whole process	Primary focus on D and C	12/24
Regular communication/progress updates to be sent to all stakeholders	Primary focus on D and C	12/24

**\*A = Age, D= Disability, S = Sex, GR Gender Reassignment, RE= Race/ Ethnicity, RoB= Religion or Belief, SO= Sexual Orientation, PM= Pregnancy/Maternity, CPM = Civil Partnership or Marriage. C= Carers, O= other groups**

## 6. Governance, ownership and approval

Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.

Name	Job title	Date
Ian Spicer	Strategic Director of Adult Care, Housing and Public Health	26/09/2022
Cllr David Roche	Cabinet Member for Adult Social Care & Health	26/09/2022

## 7. Publishing

The Equality Analysis will act as evidence that due regard to equality and diversity has been given.

If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date Equality Analysis completed</b>	20 <sup>th</sup> June 2022
<b>Report title and date</b>	Proposals regarding day opportunities for people with high support needs 19 <sup>th</sup> September 2022
<b>Date report sent for publication</b>	03/10/2022
<b>Date Equality Analysis sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	22/09/2022